

TAB

26 November 1954

MEMORANDUM OF INSTRUCTIONS

Subject: Personnel Figures for Clark Committee

1. With reference to paragraphs 1b and 2 of the covering memorandum, the Office of Personnel will forward directly to you a machine computation of the on-duty personnel strength of your Office as of 31 October 1954. These figures will be broken down by office, division and branch, and will list the number of personnel in each of the following categories:

- a. Professional (P)
- b. Clerical (C)
- c. Wage Board and Crafts, Protective and Custodial (WB and CPC)
- d. Military (Mil: Offs and EM)
- e. Staff Agents (SA)

2. In distinguishing between professional and clerical personnel, an arbitrary division by grade has been made, since the time factor precluded more exact differentiation by positions and job categories. All grades GS-7, and above, will therefore be shown as professional, and all grades GS-6, and below, as clerical.

3. These figures will be provided to Offices in the DD/I area by Friday, December 3, 1954. Other Agency components being surveyed by Colonel Miller will receive their personnel figures within the near future.

~~SECRET~~

25X1A

Approved For Release 2002/08/06 : CIA-RDP78-04718A001500060110-9

Next 1 Page(s) In Document Exempt

Approved For Release 2002/08/06 : CIA-RDP78-04718A001500060110-9